

DEVELOPMENT SERVICES - Enquiry Centre

If you have any questions regarding the information requested on this form, please call 604-873-7611.

(MUST be completed by Applicant and attached to submission)

Project Address:

Drawings Required - Required scale 1/4" = 1'0" (1:50) unless otherwise specified in Notes, or if plans exceed standard A2 paper (2'x3') at the above-noted scale, then plans at 1/8" = 1'0' (1:100) scale may be acceptable.				Staff Use Only	
Document	Copies Required	Details	Notes	Copies Attached	Accepted
Site Plan	2	Site Plans should include the following: <ul style="list-style-type: none"> ■ Legal Description (Lot number, Block number, District Lot number, Plan number) ■ Street address ■ Dimensions of site (including north arrow) ■ Location and dimension of all buildings on the site ■ Location of proposed pool ■ Indicate fence location, height and self closing gates. [If a wall of a house is part of the enclosure, refer to 9.8.8.1(4) of VBBL] ■ Indicate existing and finished grades at the four corners of the site, around the perimeter of the proposed pool and/or pool deck, including any proposed alterations to the existing grades ■ Impermeable Material Site coverage details and Site Coverage Details ■ Indicate location of any overhead wires ■ Indicate location of mechanical equipment 	Important Note: Please refer to Canadian Electrical Code Section 68 for details regarding required distance from overhead wiring.		
Site Coverage Details	2		Including calculations. Required for any new accessory buildings and/or structures, and for additions to any existing buildings and/or structures.		
Impermeable Site Coverage Details	2		Applicable in all RS zones, RT-10 & FSD. Including calculations.		
Structural Details	2	Construction details should include: <ul style="list-style-type: none"> ■ Structural details of pool construction signed and sealed by a Professional Engineer 			
Plumbing	2		May be required. Including water pipe size and location of any heating equipment.		
Documents Required					
Document	Copies Required	Details	Notes	Copies Attached	Accepted
Application form/fees	1				
Owner's Undertaking Letter	1		Form letter available. All letters/documents must have original signatures. No photocopies or fax copies will be accepted.		

In Ground Swimming Pools - Field Review cont'd

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Clearances Required

Zoning and Development By-law Clearance	1				
Landscape approval/tree barrier clearance	1				
Engineering Department Clearance	1				

Letters of Assurance - *Professionals must sign & seal all individual pages of the Letters of Assurance

Schedule B1/B2	1	Structural			
Schedule B1/B2	1	Geotechnical	If proposed excavation is more than 1.2m (4 ft) in depth or as otherwise may be required.		
Schedule B1/B2	1	Plumbing	May be required.		

General Requirements

- Building permit application fees must be submitted at the time of application. Payment may be made by cheque, cash, Visa, Master card, American Express or Bank Debit card, however, due to fluctuating interest rates, cheques cannot be accepted from out of country financial institutions.
- Two sets of plans are required. Pencil drawings, free hand drawings, sketches or notations are NOT acceptable.
- If a wall of the house is part of the enclosure, refer to 9.8.8.1(4) of Vancouver Building By-law.

General Notes for Swimming Pool or Hot Tub Installation

- Drainage from a swimming pool or a hot tub is to be connected to an approved concrete sump, complete with a minimum 3" branch line to the sanitary sewer.
- Outside deck drain to be connected to storm drainage system.
- Provide an approved backflow preventer on a hose bibb used to fill a pool or hot tub and where possible at an elevation not less than 6" above flood level.
- Water test required on sanitary sump, branch line and connection to existing sanitary sewer.
- Backwater valve, if required, is to be installed and inspected with sanitary sump.
- Swimming pool or hot tub may be connected to a trapped 3" sanitary standpipe or floor drain, with a minimum 1 & 1/2" vent.
- Where required, 1 & 1/2" pool drain to be provided with an approved air gap above sump flood level elevation.
- As required by Plumbing Code 7.4.2.1.(e)(iii); 7.6.2, where (pool) equipment is filled with a hose, an Atmospheric Vacuum breaker located at the upstream end of the hose would be considered acceptable protection, Installations with a direct connection the circulation system must have as the minimum protection a Double Check Valve Assembly.